**Domain III – Administrative Leadership**

***Competency 008* - The principal knows how to apply principles of effective leadership and management in relation to campus budgeting, personnel, resource utilization, financial management and technology use.**

Campus budgeting is an important responsibility of the campus leader. This is one area that I have very little experience in. I am familiar with the process to develop a budget since I submit yearly requests for computer software and equipment needs as the campus technology educator. I am also aware of the necessity to manage campus funds that allows for effective student learning and plant maintenance.

During my internship I have been the lead technology teacher. I was responsible for the purchase of the text and related software to facilitate a new course. I participated in the requisition for all the new materials required to provide student instruction of the Principals of Information Technology (PIT) course.

As a campus technology leader I have also facilitated the implementation of 2 mobile labs. The labs are crucial to the campus moving closer to one to one access for students and staff. I helped develop the plan and trainings to operate the labs in classrooms.

At this time I feel I am minimally proficient in campus budgeting. However, I feel I am proficient in the resource utilization and technology use. One of my 3 year professional development goals will be to learn and participate in the development of the campus budget for one fiscal year.

***Competency 009* - The principal knows how to apply principles of leadership and management to the campus plant and support systems to ensure a safe and effective learning environment.**

My organizational and general management skills make me good candidate for managing the camps plant. I have also had a very unique opportunity during my internship to observe and participate in the management of a campus under construction. Liberty Hill Junior High is receiving major renovations in anticipation of school growth in Liberty Hill. The decision was made to continue to hold classes during the construction which has caused the campus staff and leadership to adjust frequently to changes and interruptions.

One of my personal responsibilities during the construction process has been to create campus evacuation and safety maps. Evacuation routes and safety zones changed often. I created and electronically generated maps that are easily changed as needed. This required that I investigate and observe areas of concern. I also took responsibility for changes to a bad weather dismissal process that minimized confusion and student management.

I collaborated with the staff and campus leaders to process safety issues prior to the construction start. These included setting guidelines and expectations for construction staff, minimizing impact to student learning, especially on state testing days, and monitoring students while construction staff is on-site.

I feel I am between Exemplary and Proficient in competency 009. Since campus plant and support systems are affected by the budget, improving my understanding of the campus budget would improve my ability to manage the campus plant more effectively.